

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, JUNE 21st, 2016
AGENDA**

1.0 Opening Procedures

- 1.1 Call to order – 7:00 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was faxed to the Asbury Park Press on May 9, 2016 in accordance with the Open Public Meetings Act PL 1975 CH 231, effective January 16, 1976. Notice has been posted in the Fern Ross entrance and Bell Foyer entrance to Shrewsbury Borough School. A copy of this notice is also on file in the office of the Borough Clerk.”

- 1.4 Roll Call:

Mrs. Barber	Mr. White
Mrs. Barnes	Mrs. Laughlin
Mrs. Hemel	Mrs. Konefal
Mrs. Rose	Mr. MacConnell, Superintendent
Mr. Sweeney	Ms. Avento, Business Administrator

2.0 Closed Executive Session

- 2.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. to discuss confidential personnel matters or Board Business and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

- 2.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

3.0 The Board of Education conducts interviews for candidates to fill the vacant seat on the Board.

Mrs. Jessica Groom

Mrs. Patricia Humes

Mr. Jason Pomaski

- 3.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. to discuss confidential personnel matters or Board Business and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

- 3.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

3.3 The Board of Education votes on the candidate to fill the vacant seat on the Board.

Roll Call Vote:

	Mrs. Groom	Mrs. Humes	Mr. Pomaski	Absent	
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a roll call vote, _____ will be sworn in and seated on the Shrewsbury Board of Education.

4.0 Communications ~ Letter to the SYAA thanking them for their generous contribution towards a scoreboard controller.

5.0 Public Participation ~ Agenda Items Only

6.0 Superintendent’s Report ~ Mr. MacConnell

6.1 Superintendent’s Report

It was motioned by _____, seconded by _____, to approve items 6.2 and 6.4 as listed:

6.2 Recommend the Board of Education approve the Security Drill Statement of Assurance and Security Drill Record Forms for the 2016-2017 school year for submission to the county Department of Education as required.

6.3 Recommend the Board of Education approve the revised Comprehensive Equity Plan for school years 2016-2017 through 2018-2019.

6.4 Recommend that the Board of Education approve the District HIB Report for the month of May 2016.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

7.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by M_____, seconded by M_____, to approve items 7.1 as listed:

7.1 Recommend that the Board of Education approve the following minutes as listed:

- 7.1.1 Executive Session Meeting Minutes, May 12th, 2016
- 7.1.2 Regular Meeting Minutes, May 12th, 2016
- 7.1.3 Special Workshop Meeting Minutes, May 11th, 2016
- 7.1.4 Special Workshop Meeting Minutes, May 19th, 2016
- 7.1.5 Special Workshop Meeting Minutes, May 25th, 2016
- 7.1.6 Special Workshop Meeting Minutes, May 31st, 2016
- 7.1.7 Special Meeting Executive Session Minutes, May 31st, 2016

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

8.0 Facilities Committee ~ Mrs. Rose

8.1 Committee Report

Mrs. Rose reported that the Committee met on June 15th and discussed the following:

9.0 Finance Committee – Mrs. Rose

9.1 Committee Report

Mrs. Rose reported that the Committee met on June 15th to review the bills and claims, discuss budget strategies & current status of the budget and year end procedures, reviewed ongoing state directives and the items listed below:

It was motioned by _____, seconded by _____, to approve items 9.2 through 9.30 as listed:

9.2 Recommend that the Board of Education approve the following bills:

May 2016 Payroll – 2 nd half	\$ 223,549.32
June 2016 Payroll – 1 st half	\$ 263,810.23
June 2016 Payroll – 2 nd half	\$ 222,109.39
June 2016 Bills & Claims	<u>\$ 267,710.46</u>
Total	\$ 947,260.29

9.3 Recommend that the Board of Education approve the following transfers within the 2015-2016 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-223-590-01 PD-Purch Prof Svc	\$ 953	11-000-223-390-01 PD-Workshops Rcl for addtl funds needed	\$ 953
11-000-230-340-01 Purch Prof Svc	\$3,000	11-000-251-100-02 Business Office OT Rcl for addtl funds needed	\$3,000
11-000-291-250-01 District Unemployment	\$3,000	11-000-261-610-04 Maint Supplies Bldg Rcl for addtl funds needed	\$3,000
11-000-291-250-01 District Unemployment	\$ 800	11-000-262-107-02 Lunch Aide Sub Rcl for addtl funds needed	\$ 800
11-000-262-610-01 Custodial Supplies	\$1,100	11-000-262-580-01 District Insurance Rcl for addtl funds needed	\$1,100
11-000-291-250-01 District Unemployment	\$ 300	11-110-100-101-01 Salaries-K Subs Rcl for addtl funds needed	\$ 300
11-000-291-270-02 District Benefits	\$4,000	11-120-100-101-02 Salaries 1-5 Subs Rcl for addtl funds needed	\$4,000
11-000-291-270-02 District Benefits	\$1,200	11-150-100-101-01 Salaries home Instruction Rcl for addtl funds needed	\$1,200
11-190-100-610-30 Furniture	\$2,000	11-190-100-106-01 Salary Curri Writing Rcl for addtl funds needed	\$2,000
11-000-219-610-01 CST Supplies	\$1,180	11-190-100-890-01 Misc Expense Instr - Graduation	

- 9.4 Pursuant to N.J.A.C. 6A:23A-16.10(c)(3) I certify that as of May 31, 2016, after review of the appropriations section of the monthly financial reports and upon consultation with appropriate district officials, to the best of my knowledge no major account or fund has been overextended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Debra Avento

Date

- 9.5 Recommend that the Board of Education authorize the submission of the following Grants to the Monmouth County Department of Education as required for the 2016-2017 school year and approve the participation in the Consortium with Red Bank Regional for Title III Funds for NCLB if necessary:

NCLB FY17 Grant Application: Title I A	\$ 12,550
Title IIA	<u>\$ 6,509</u>
Total:	\$19,059

IDEA FY17 Grant Application: Basic -TBD
Preschool - TBD

- 9.6 Recommend that the Board of Education approve the submission of the 2016-2017 NJSIG Safety Grant Award application in the amount of \$1,904.00 for 2016-2017 school year.
- 9.7 Recommend that the Board of Education authorize the Business Administrator to make purchases and pay bills as necessary and in keeping within the approved budget during the remainder of the 2015-2016 school year and for 2016-2017 during the months the Board does not meet. All purchases and payments must be made in accordance with accepted Board practices.
- 9.8 **Whereas**, the Board of Education of the Borough of Shrewsbury in the County of Monmouth, New Jersey has had several projects approved by the State Department of Education in an effort to maintain the integrity of the building and grounds necessary to provide a thorough and efficient education to the students of the School District; and

Whereas, due to budget constraints and state aid cuts, the district was not able to budget the necessary local funds to initiate the various projects without compromising district programs; and

Whereas, the Board wishes to allocate an amount of anticipated fund balance as of June 30, 2016 and transfer such amount into the Capital Reserve account order to conduct the necessary capital projects needed to ensure the health and safety of the students and staff of the district;

Now Therefore Be It Resolved by the Board of Education of the Borough of Shrewsbury in the County of Monmouth, New Jersey authorizes up to the maximum allocation permitted from any unanticipated revenue or unexpended line-item appropriation amounts anticipated as of June 30, 2016 to the Capital Reserve Account, as permitted under N.J.A.C. 6A:23A-14.3(a) to offset any of the capital projects necessary to provide a thorough and efficient education to the students of the Shrewsbury School District and maintain the health and safety of the building and grounds of the Shrewsbury Borough School District.

- 9.9 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #490 at the cost of \$350 for the 2015-2016 school year.
- 9.10 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #5929 at the cost of \$350 for the 2015-2016 school year.
- 9.11 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #593 at the cost of \$350 for the 2015-2016 school year.
- 9.12 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #590 at the cost of \$350 for the 2015-2016 school year.
- 9.13 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #5245 at the cost of \$350 for the 2015-2016 school year.
- 9.14 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #5981 at the cost of \$350 for the 2015-2016 school year.
- 9.15 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #5982 at the cost of \$350 for the 2015-2016 school year.
- 9.16 Recommend that the Board of Education retroactively approve Comprehensive Neurological Evaluation for student #590 at the cost of \$600 for the 2015-2016 school year.
- 9.17 Recommend that the Board of Education retroactively approve a Physical Therapy Evaluation for student #5980 at the cost of \$270 for the 2015-2016 school year.
- 9.18 Recommend that the Board of Education retroactively approve a Physical Therapy Evaluation for student #5981 at the cost of \$270 for the 2015-2016 school year.
- 9.19 Recommend that the Board of Education retroactively approve Physical Therapy Evaluation for student #5982 at the cost of \$270 for the 2015-2016 school year.
- 9.20 Recommend that the Board of Education retroactively approve CNN for a Neurological Evaluation for student #5967 at the cost of \$600 for the 2015-2016 school year.
- 9.21 Recommend that the Board of Education retroactively approve CNN for a Neurological Evaluation for student #5929 at the cost of \$600 for the 2015-2016 school year.
- 9.22 Recommend that the Board of Education retroactively approve CNN for a Neurological Evaluation for student #593 at the cost of \$600 for the 2015-2016 school year.
- 9.23 Recommend that the Board of Education retroactively approve a Physical Therapy Evaluation for student #5967 at the cost of \$270 for the 2015-2016 school year.
- 9.24 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #5967 at the cost of \$350 for the 2015-2016 school year.
- 9.25 Recommend that the Board of Education retro actively approve Diane Ames for Occupational Therapy Evaluation for student #5980 at the cost of \$350 for the 2015-2016 school year.

- 9.26 Recommend that the Board of Education retro actively approve Demonte Therapy for Physical Therapy Evaluation for student #5339 at the cost of \$75 for the 2015-2016 school year.
- 9.27 Recommend that the Board of Education retro actively approve Demonte Therapy for Physical Therapy Evaluation for student #5488 at the cost of \$100 for the 2015-2016 school year.
- 9.28 Recommend that the Board of Education retro actively approve Demonte Therapy for Physical Therapy Evaluation for student #5489 at the cost of \$100 for the 2015-2016 school year.
- 9.29 Recommend that the Board of Education approve Bill Daggett for the Professional Development Key Note speaker contract in the amount of \$3,500 for the 2016-2017 school year.
- 9.30 Recommend that the Board of Education approve the following damaged/obsolete books/ furniture /miscellaneous items to be discarded as follows for the 2015-2016 school year.

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
18	Beginning Dictionary	Scott Foresman Co.	
16	Beginning Dictionary	Scott Foresman Co.	
49	Math Course I	McDougal Littell	
2	Little Tikes Computer	IBM	Outdated
2	Novels	The Wish Giver	
11	Novels	Number the Stars	
4	Novels	The Trumpet of the Swan	

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

10.0 Curriculum Committee – Mrs. Konefal

10.1 Committee Report

Mrs. Konefal reported that the Committee met on June 14th, 2016 and discussed the following:

It was motioned by _____, seconded by _____, to approve item 10.2 through 10.4 as listed:

- 10.2 Recommend that the Board of Education approve the establishment of the Preschool Applied Behavioral Analysis Program in accordance with NJAC 6A:14 Special Education and NJAC 6A:26 Educational Facilities for the 2016-2017 school year.

<u>Name</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
Erin Fitzgerald	\$41.01	\$3,895.95
Carolyn McLaughlin	\$30.97	\$2,353.72
Heather Nunziato	\$18.91	\$1,437.16
Sara Karkosza	\$18.48	\$1,404.48
Amanda Timoney	\$41.01	\$3,895.95
Denise Hussey	\$15.41	\$1,171.16
Jillian Davis	\$53.11	\$5,045.45
Laurie Glassmacher	\$19.04	\$1,447.04

- 11.5 Recommend that the Board of Education approve the following teachers for the four (4) week Academic Camp commencing on July 1, 2016 through July 31, 2016 for the 2016-2017 school year.

<u>Name</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
Jennifer Metzler	\$38.23	\$1,835.04
Kelly Schlosser	\$38.23	\$1,835.04
Christine Bonura	\$38.23	\$1,835.04
Laura Ehlers	\$38.23	\$1,835.04
Norvel Chick	\$19.00	\$ 684.00

- 11.6 Recommend that the Board of Education approve Karen Degenhart as a substitute instructional aide for the Extended School Year and Academic Camp Programs for the 2016-2017 school year.

- 11.7 Recommend that the Board of Education approve the following staff members to attend Summer Google Training on Tuesday, August 23rd and Wednesday, August 24th from 8:15 a.m. to 3:15 p.m. at the hourly rate of \$38.23 per hour for 7 hours per day for a total of \$535.22 each and a grand total of \$6,422.64 for the program for the 2016-2017 school year:

- 11.7 Continued:

Leigh Trillhaase	Jillian Davis	Melissa Dura
Elaine Schreiber	Jill Epstein-Gindi	Laura Gammoh
Gail Arek	Robin Kulovitz	Jenn Patton
Stephanie Blake	Laurie VanBrunt	Cathy Yodice

- 11.8 Recommend the Board of Education Vincent Peri as teacher effective September 1, 2016 at the salary rate BA /step 6 (50,045) for the 2016-2017 school year.

- 11.9 Recommend that the Board of Education approve the following extra-curricular positions and stipends to be paid for the 2016-2017 school year as listed:

<u>Name</u>	<u>Board Paid Stipends</u>	<u>Stipend</u>
Jessica Grasso	Trip Coordinator	\$1,269.00
Jennifer Metzler	Yearbook	\$1,380.00
Jessica Grasso	Yearbook	\$1,380.00
Jessica Grasso	Student Council Advisor	\$ 747.50
Kelly Cosentino	Student Council Advisor	\$ 747.50
Allison Wiesel	Literary Magazine	\$ 712.50
Nina Potter	Literary Magazine	\$ 712.50

Todd Havard	Ski Club Advisor	\$1,425.00
Cindy Newman	Honor Society Advisor	\$1,425.00
Amanda Faria	Drama Club	\$1,179.50
Michael Daneman	Drama Club	\$1,179.50
Michael Daneman	Music Director	\$2,527.00
Amanda Faria	Stage Director	\$2,527.00
Gerald Malanga	Safety Patrol	\$1,842.00
Francisca Montiel	Spanish Club Advisor	\$1,425.00

<u>Name</u>	<u>Pay to Play Stipends</u>	<u>Stipend</u>
Gordon Bostic	Boys Soccer Coach	\$2,527.00
Todd Havard	Girls Soccer Coach	\$2,527.00
Jessica Grasso	Cheerleading Coach	\$1,263.50
Jill Gindi	Cheerleading Coach	\$1,263.50
	Boys Basketball Coach	\$2,527.00
Kristen Haycook	Girls Basketball Coach	\$2,527.00
Jean Scully	Graduation Coordinator	\$ 636.00
Christopher Wiley	Cross Country Coach	\$1,425.00
Todd Havard	Softball Coach	\$2,527.00
Kenny Ludwig	Baseball Coach	\$2,527.00
Christopher Wiley	Track	\$2,527.00
Dawn Marciani	Track Coach Assistant	\$1,249.00
Christopher Wiley	Athletic Coordinator	\$1,425.00

- 11.10 Recommend that the Board of Education retroactively approve mileage reimbursement for Kathleen Fitzpatrick for test proctoring for student #209 in the amount of \$42.07 for the 2015-2016 school year.
- 11.11 Recommend the Board of Education accept the resignation of lunch aide, Alice Bonhard, effective June 17, 2016 for the 2015-2016 school year.
- 11.12 Recommend that the Board of Education approve Stephanie Blake for medical leave from September 1,2016-November 14,2016 for the 2016-2017 school year.
- 11.13 Recommend the Board of Education approve Dawn Marciani as a long term substitute from September 1, 2016-March 31, 2016 at the rate of \$75 per day for days 1-20 and prorated BA/1 (\$49,540) for days 20+ for the 2016- 2017 school year.
- *11.14 Recommend that Board of Education approve Kristine Stokhamer as School Social Worker at the prorated rate of MA/1 \$60,434 for the 2016-2017 school year.
- *11.15 Recommend that the Board of Education approve the following teachers for summer work for the subjects listed below for the 2016-2017school year as listed:

<u>Name</u>	<u>Subject</u>	<u>Hours</u>	<u>Rate</u>	<u>Total Cost</u>
Michelle Dotto	Technology	20	\$38.23/hr	\$764.60
Erin Schmitt	Library	20	\$38.23/hr	\$764.60
- *11.16 Recommend that the Board of Education approve Amy Zukas to provide home instruction for student # 429 at the rate of \$45 per hour for three (3) hours per week for five (5) weeks for a total not exceed \$675 for the 2016-2017 school year.

Mrs. Barber reported that the Committee met on June 15th, 2016 and discussed the following:

14.0 Old Business ~

15.0 New Business~

16.0 Public Participation

17.0 President's Comments – Mrs. Konefal

18.0 Closed Executive Session

- 18.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. to discuss confidential personnel matters and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice call vote, _____ members voted yes, _____ members were absent.

- 18.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.

19.0 Adjournment

19.1 It was motioned by _____, seconded by _____, to adjourn the meeting at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Hemel					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

On a voice vote, _____ members voted yes, _____ members were absent.